



AGENDA BILL APPROVAL FORM

Agenda Subject: Bad Debt Write Off		Date: April 19, 2010										
Department: Finance	Attachments: Exhibits "A" and "B"	Budget Impact: 0										
Administrative Recommendation: City Council approve the write-off of utility customer accounts, miscellaneous accounts receivable, false alarm citations, and bankruptcies (Cavanaugh Contract).												
Background Summary: The Finance Department staff has reviewed the aged receivable balances for both the utility customer accounts and the miscellaneous accounts receivable. Bad debt for the utility accounts represents less than two tenths of one percent of annual revenue. The Finance Department staff is recommending that the outstanding utility customer accounts and miscellaneous accounts receivable balances (listed in Exhibit A) that have been deemed uncollectible be written off as follows: <table style="margin-left: 40px; margin-top: 20px;"> <tr> <td>Utility Customer Accounts:</td> <td style="text-align: right;">\$ 32,341.01</td> </tr> <tr> <td>Miscellaneous Accounts Receivable</td> <td style="text-align: right;">\$116,727.50</td> </tr> <tr> <td>False Alarm Citations</td> <td style="text-align: right;">\$ 3,040.00</td> </tr> <tr> <td>Project Ace Contract</td> <td style="text-align: right;"><u>\$ 51,400.00</u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$203,508.51</td> </tr> </table> <p style="margin-top: 20px;">The Police Department staff is recommending that the outstanding parking citations from 1999 and older listed in Exhibit B be written off. The total dollar amount to be written off is \$70,911.02.</p> <p style="margin-top: 20px;">N0419-2 F4.12</p>			Utility Customer Accounts:	\$ 32,341.01	Miscellaneous Accounts Receivable	\$116,727.50	False Alarm Citations	\$ 3,040.00	Project Ace Contract	<u>\$ 51,400.00</u>	Total	\$203,508.51
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Total	\$203,508.51											
Reviewed by Council & Committees: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Arts Commission <input type="checkbox"/> Airport <input type="checkbox"/> Hearing Examiner <input type="checkbox"/> Human Services <input type="checkbox"/> Park Board <input type="checkbox"/> Planning Comm. </div> <div style="width: 45%;"> COUNCIL COMMITTEES: <input checked="" type="checkbox"/> Finance <input type="checkbox"/> Municipal Serv. <input type="checkbox"/> Planning & CD <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Other _____ </div> </div>		Reviewed by Departments & Divisions: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Building <input type="checkbox"/> Cemetery <input checked="" type="checkbox"/> Finance <input type="checkbox"/> Fire <input type="checkbox"/> Legal <input type="checkbox"/> Public Works <input type="checkbox"/> Information Services </div> <div style="width: 45%;"> <input type="checkbox"/> M&O <input type="checkbox"/> Mayor <input type="checkbox"/> Parks <input type="checkbox"/> Planning <input type="checkbox"/> Police <input type="checkbox"/> Human Resources </div> </div>										
Action: Committee Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Council Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No Call for Public Hearing ____/____/____ Referred to _____ Until ____/____/____ Tabled _____ Until ____/____/____												
Councilmember: Backus		Staff: Coleman										
Meeting Date: April 19, 2010		Item Number: V.D										

March 2010 Write-Off Proposal Summary

Exhibit A

	<i>Services</i>	<i>Penalties</i>	<i>Total Amount</i>
Utility Customer Accounts	\$ 23,908.00	\$ 8,433.01	\$ 32,341.01
Miscellaneous Accounts Receivable			\$ 116,727.50
False Alarms			\$ 3,040.00
Cavanaugh Contract			<u>\$ 51,400.00</u>
Total			\$ 203,508.51

Exhibit B

Police Dept - Parking Citations	<u>\$ 70,911.02</u>
Total	\$ 70,911.02